



## **City of Cave Springs, Arkansas**

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### **Planning and Development Department**

## **GRADING PERMIT APPLICATION**

1. A Grading Permit is required for all projects that are proposing to disturb earth of one (1) or more acres in size, for Agricultural, Residential or Commercial. Completely fill out the Grading Permit application with all required documentation to support your request and submit to the Planning and Development Department at the Cave Springs City Hall, 134 North Main Street, Cave Springs, AR 72718.
2. \$50.00 Application Fee with a check made payable to the City of Cave Springs **All Fees are Non-Refundable**
3. **Items required with initial application:**
  - A. One (1) copy of a current survey, prepared by a Certified Licensed Professional Land Surveyor or Licensed Qualified Engineer, that includes:
    - North arrow, graphic scale, preparation date, full legal description(s), signed with Professional Seal
    - All existing and proposed property lines and dimensions
    - All existing buildings represented to graphic scale and dimensioned from existing and newly proposed property lines
    - All adjacent street names labeled, street widths and existing access limitations.
    - Location of wet and dry watercourses, and other significant features within the tract
    - Location of all existing building lines, utility, drainage and any other existing easements, dedicated rights-of-way of record, all with reference to Book and Page where filed and recorded
  - B. One (1) copy of the original deed or other legal instrument of conveyance demonstrating the status of the tract with a full legal description.
  - C. Grading Plan. Two (2) copies of the of a Grading Plan folded to page size (8.5" by 11") with a title block clearly displayed. Drawings shall be prepared under the direction of and signed and stamped by a Licensed Qualified Engineer or Architect. Grading Plans shall be drawn with the required specifications:
    - Site Plan. Provide a Site plan at a graphic scale no smaller than one (1) inch equals fifty (50) feet, showing property lines, right-of-ways, adjacent streets, a vicinity map, north arrow, name of owner, developer, and adjacent property owners, etc.
    - Contours. Existing grades shall be shown with dashed line contours and proposed grades with solid line contours. Grading plans shall be required to show both the proposed grade and the undisturbed area. Contour intervals shall be a maximum of two (2) feet. Spot elevations shall be indicated.
    - Designation of Grade. Areas with 0-10%, 10-15%, 15-20% and more than 20% grade shall each be identified in a distinguishing manner.
    - Area to be Disturbed. Land areas to be disturbed shall be clearly identified. Description of quantity (in cubic feet and yards), source, and composition of imported fill material and compaction specifications. Note the quantity (in cubic feet and yards) and destination of excavation materials to be removed from the site.
    - Cuts and Fills. All cuts and fills, including height and slope, shall be clearly shown on the plan.
    - Soil Type. Soil types shall be identified according to the Unified Soil Classification System.
    - Natural Features. Location of all natural features such as drainage ways, ponds, rock outcroppings and tree cover, etc.
    - Natural Vegetation Preservation. Indicate what preserving of natural vegetation is proposed, including designating the area of preservation on the grading plan, and a description of revegetation or other permanent erosion control strategy. Indicate what measures for protecting trees targeted for preservation during land alteration activity.
    - Surface Water. Provision for collection and discharging surface water
    - Structures. Location and dimensions of all existing structures.
    - Infrastructure. Profiles and cross sections of streets, drainage systems and underground utilities if necessary to clarify the Grading plan in terms of potential erosion or runoff, or if the grading on site has the potential of disturbing the existing infrastructure.
    - Treatment of Slopes and Benches. The method of treatment for all slopes and benches shall be indicated within the Grading Plan.
  - D. Sediment and Erosion Control Plan. Two (2) copies of the specifications, details and measures to control runoff and sedimentation during disturbance and/or construction indicating what materials will be used, such as silt fences and dams, lateral hillside ditches, catch basins, etc; indicate the location of the entrance and exit.



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- E. **Stormwater Pollution Prevention Plan (SWP3).** One (1) copy of the SWP3 in accordance with the specifications of Arkansas Department of Environmental Quality (ADEQ) Stormwater Pollution Prevention and Erosion Control Standards.
- F. **Notice of Intent (NOI) | Small Site Notice.** One (1) copy of the NOI application (land disturbance sites of five (5) or more acres) or Small Construction Site Notices (land disturbance sites less than five acres)

**4. Subject Property Information:**

Address or Descriptive Location: \_\_\_\_\_  
Parcel Number: \_\_\_\_\_  
Section Township Range (S-T-R): \_\_\_\_\_  
Total Acreage & Square Footage | Tract Size: \_\_\_\_\_

**5. Proposed Project Information and Zoning:**

Disturbed Area | Acreage & Square Footage: \_\_\_\_\_  
Project | Subdivision Name (if applicable): \_\_\_\_\_  
Street frontage in linear feet on City or County maintained street: \_\_\_\_\_  
Current Zoning: \_\_\_\_\_ Current Use: \_\_\_\_\_  
Requested Zoning: \_\_\_\_\_ Proposed Use: \_\_\_\_\_  
Type of Fill: \_\_\_\_\_ Cut: \_\_\_\_\_ cubic ft & yds Fill: \_\_\_\_\_ cubic ft & yds  
Timeline | Schedule: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
ADEQ Permit #: \_\_\_\_\_

**6. Licensed Qualified Engineer and Contractor Information:**

Licensed Qualified Engineer	Contractor
Name	Name
Address	Address
City, State, Zip	City, State, Zip
Daytime Phone	Daytime Phone
Email	Email

**7. Property Owner Information:**

Property Owner
Name
Address
City, State, Zip
Daytime Phone
Email

**Property Owner(s) | Authorized Agent:** I certify under the penalty of perjury that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating that the agent is authorized to act on his/her behalf.

Signature of Property Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

Name(s): \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_